



Scott Walker, Governor
Dave Ross, Secretary

Automatic Fire Sprinkler System Tester Certification

Your application will not be processed or will be delayed unless you:

- ☐ 1. Complete the application including signing and dating the first page.
- ☐ 2. Write in your social security number.
- ☐ 3. Attach the specified documents listed on this application.
- ☐ 4. Attach the specified fee listed on this application.
- ☐ 5. Make a photocopy of the completed application for your records.

By signing below, the applicant swears that all information provided on this application is true, accurate and that the credential requirements are met. **Notice: Information collected may be used for participation surveys, eligibility for approvals, law enforcement (including child support and tax delinquency enforcement) purposes and other secondary purposes. The department may also provide this information to requesters pursuant to Wisconsin's open records law, ss. 19.31-19.39 stats. Social security numbers are required when applying for a license per Wisconsin Stats, but they may not be disclosed to anyone except other State of Wisconsin governmental agencies.**

Applicant Information	
Applicant's Social Security No:	
Applicant's Name (First, Middle and Last):	
Address No. & Street, or P.O. Box:	
City, Town or Village, State, Zip + 4 Code:	
Country, If Other Than United States:	
Telephone No. (include area code):	
If Available, Fax No. (include area code):	
If Available, E-mail Address:	

Applicant's Signature

Date (mo/day/yr)

Send application and payment to: DPS Trades Credentialing, PO Box 78780, Milwaukee, WI 53293-0780.

Office location: DPS Trades Credentialing, 1400 East Washington Ave., Madison, WI 53703

All other correspondence: DPS Trades Credentialing, , PO Box 7082, Madison, WI 53707 Phone: 608-266-2112. TTY: Contact through Relay or DpsSbCredentialing@wi.gov.

Application and Exam Fee (nonrefundable): \$40.00 class code 7630

Make checks payable to: State of WI – DPS. The fee consists of a \$15 application fee and an exam fee of \$25. When the exam is passed, the applicant will be asked to pay a \$180 credential fee. The credential, which will be issued after the exam is passed and the credential fee paid, will be effective for four years from the date of issuance.

Are you a Veteran and are requesting a waiver of your initial credentialing fee?

☐ Yes Provide a copy of your Department of Veterans Affairs voucher code. DVA Voucher Code: _____

Your application fee of \$15 will be waived now and your credential fee will be waived once you pass the exam. **You must submit \$25 for the exam fee at this time.**

☐ No Submit the fee of \$40.

You may contact DVA at 1-800-WisVets or www.WisVets.com for assistance in obtaining your DVA Voucher Code.

Reason for Credential: Pursuant to ss. 145.15 (4), 145.165 and 145.175, Stats., no person may install, maintain or repair automatic fire sprinkler systems unless the person holds a credential issued by the department as a licensed Automatic Fire Sprinkler Contractor, a licensed Journeyman Sprinkler Fitter, a registered Automatic Fire Sprinkler System Apprentice, a registered Automatic Fire Sprinkler Contractor-Maintenance, or a registered Automatic Fire Sprinkler Fitter-Maintenance. No credential is required if a person is repairing, replacing or maintaining electrical supervisory devices for existing automatic fire sprinkler systems.

No person may conduct the annual activities relative to inspection and testing of an existing automatic fire sprinkler system and components as required by SPS 314 unless the person holds a credential issued by the department as a licensed Automatic Fire Sprinkler Contractor, a licensed Journeyman Sprinkler Fitter, a registered Automatic Fire Sprinkler System Apprentice, a registered Automatic Fire Sprinkler Contractor-Maintenance, a registered Automatic Fire Sprinkler Fitter-Maintenance or a registered Automatic Fire Sprinkler System Tester.

Requirements of Credential: A person who holds a credential issued by the department as a registered Automatic Fire Sprinkler System Tester may conduct the annual activities relative to inspection and testing of an existing automatic fire sprinkler system and components as required by NFPA 25.

A person who holds the credential shall carry on his or her person the credential issued by the department while performing or conducting the activity or activities permitted under the credential.

Qualifications for Examination: A person applying for the exam shall have one of the following qualifications:

- Submit proof of holding a level II certification in the inspection and testing of water-based automatic fire sprinkler systems from the national institute for certification in engineering technologies

OR

- At least 1,500 hours of automatic fire sprinkler system testing as a registered automatic fire sprinkler system tester learner for at least 18 months.

Fill in the information below:

Your automatic fire sprinkler system tester learner customer id number _____

If the experience you gained spanned more than 12 months use a separate row for each 12-month period. In the time-period column fill in the beginning month and year and the ending month and year in which the experience hours were completed. In the Experience Hours column fill in the number of hours claimed for that time period but do not record more than 1000 hours in the column even if you worked more than 1000 hours. If the hours were witnessed by more than one person, the hours witnessed by each person must be completed on separate rows. Photocopies of this page may be made if you need additional room or would like to mail to witnesses to sign. The witness must have observed or had knowledge of the number for work hours performed in automatic fire sprinkler system testing.

Time-Period		Experience Hours	Hours Witnessed by (please print or type)	Signature of Witness	Telephone Number of Witness
Began Month/Yr	Ended Month/Yr				

In order to obtain the credential the applicant must obtain a score of at least 70% on an examination. The exam will cover information contained in SPS 305 and 382.41, Wisconsin Administrative Code; and NFPA standards 13 (2007 edition) 14 (2007 edition), and 25 (2008 edition) of the National Fire Protection Association. This exam is open book. Copies of current Wisconsin administrative codes may be obtained from Document Sales, 608-266-3358 or 800-362-7253. NFPA standards may be ordered from the National Fire Protection Association, 800-344-3555. The list of adopted NFPA standards is found in SPS 362.3500 and IBC Chapter 35. When there is a change to Wisconsin Administrative Codes, exams will cover the new code one month after the effective date.

To schedule an upcoming exam:

- Indicate **FIRST CHOICE (1)** and **SECOND CHOICE (2)** in the event one exam site is full.
- Submit the **fee and this application to the division at least 30 days in advance of the exam date chosen.**
- Keep a copy of this application for your records. You may only schedule one future exam session at a time for each credential type. Applications sent in for multiple exam sites / times will be denied and a refund will not be issued.
- You will receive a letter from DSPS confirming your upcoming exam. Please check this form over carefully upon receipt so that you know when/where to take your exam.
- If you need special accommodations, please contact us at DSPSSBCredentialing@wi.gov

Select one*: AM (Starts at 8 a.m.) ☐ or PM (Starts at 1 p.m.) ☐

*some plumbing exams have 2 parts so you will be scheduled for both the AM and the PM session when taking both parts

Pewaukee – WCTC Education Center, 800 Main St, Pewaukee, WI 53072

2013 October 15 ☐ November 19 ☐ December 18 ☐

2014 January 8 ☐ February 12 ☐ March 12 ☐ April 9 ☐ May 14 ☐ June 11 ☐

July 9 ☐ August 13 ☐ September 10 ☐ October 8 ☐ November 12 ☐ December 10 ☐

Eau Claire – The Plaza Hotel & Suites, 1202 W Claremont Ave, Eau Claire, WI 54701

2013 December 3 ☐

2014 February 26 ☐ April 23 ☐ June 25 ☐ August 27 ☐ October 22 ☐

Appleton – Fox Valley Technical College, 1825 North Bluemound Dr, Appleton 54914

2013 November 5 ☐

2014 January 22 ☐ March 27 ☐ May 28 ☐ July 23 ☐ September 24 ☐ November 25 ☐